Central Connecticut State University
UNIVERSITY SENATE ACTION

Senate Motion Number FS 11.12.040B

TO: President Jack Miller

FROM: President of the University Senate

1. The attached motion of the University Senate, dealing with: **Bylaws changes** is presented to you for your consideration.

2. This motion was adopted by the University Senate on **5/7/2012**.

3. After considering this motion, please indicate your action on this form, and return it together with the original copy to the President of the University Senate.

4. Under the By-Laws of the University Senate, Section 3.8, the following schedule of action is to be observed.

5/14/2012   _BB for CB_
Date   Candace Barrington, President, University Senate
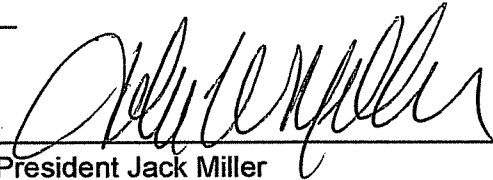

ENDORSEMENT:

TO: President of the University Senate

FROM: President Jack Miller

1. Motion Approved :_____✓_____

2. Motion Disapproved:_____ (Explanatory statement must be appended).

3. Action "is deferred":_____

4. Resolution Noted:_____

5. Other:_____

_5/22/12_   _[signature] President Jack Miller_
Date   President Jack Miller

Committee on Committees
2011-2012 Annual Report

Presented to the Faculty Senate
7 May 2012

Committee Members

Frederic Latour, *Chair* (Mathematical Sciences)
David Cappella (English)
Wujun Wang (Design)

A) Approval of the bylaws of a new committee

The bylaws of a new Standing Committee of the Faculty, the *Community Engagement Committee*, were approved by the Faculty Senate on November 14, 2011. This brings the number of Standing Committees of the Faculty to 24.

B) Reviews of by-laws of Standing Committees of the Faculty

This academic year, the Committee on Committee and other committees initiated reviews of the by-laws of 11 out of the 24 Standing Committees of the Faculty.

1) ***Promotion and Tenure Committee***: At the May 9, 2011 meeting of the Faculty Senate, the Chair of the Promotion and Tenure Committee, Guy Crundwell, presented the report of the 2010-11 P&T committee. The report contained two recommendations for changes to the by-laws of the committee: a change in the date of the election of the committee members, and a change in the maximum number of members from the same department on the committee. On September 26, 2011, the Faculty Senate approved the first change and rejected the second. On October 10, 2011, the Faculty Senate approved the addition of two additional amendments, one asking the Elections Committee to encourage diversity among nominees (proposed by Senator Greenfield), and one asking the P&T Committee to follow the letter and spirit of the non-discrimination section of the P&T Policy (proposed by Senator Alewitz).

2) ***Curriculum Committee***: A new article (4.9.3) was added to the bylaws of the committee. The Faculty Senate approved the new article on November 28, 2011.

3) ***Graduate Studies Committee***: The Chair of the Graduate Studies Committee, Susan Seider, and the Chair of the policy subcommittee of the GSC, Michael Davis, worked with the Committee on Committees on an update of the GSC's bylaws. The update was initiated by the GSC. The new bylaws were approved by the Faculty Senate on December 5, 2011.

4) ***Library Committee***: The Chair of the Committee, Jason Snyder, contacted the Committee on Committees with a proposal to increase the length of the terms of service for faculty members on the committee from one to two years, and another proposal to increase the number of faculty on the committee from 5 to 7. These changes, and a few other changes, were approved by the Faculty Senate on February 13, 2012.

5) ***Mediation Committee***: The bylaws were revised to bring the terminology up to date (the previous version of the bylaws was approved in 1977), and to clarify that the committee does not need to report to the Faculty Senate. The changes were approved by the Faculty Senate on February 13, 2012.

6) ***Termination Hearing Committee***: The bylaws were revised to bring the terminology up to date (the previous version of the bylaws was approved in 1977), and to clarify that the committee does not need to report to the Faculty Senate. The changes were approved by the Faculty Senate on February 13, 2012.

7) ***Advisory Committee for CSU Professorship***: The Chair of the Committee, Stephen Cohen, contacted the Committee on Committees with a substantial update and expansion of the bylaws, including a procedure for selecting the CSU Professors. The new bylaws were approved by the Faculty Senate on April 23, 2012.

8) ***Academic Standards Committee***: The Academic Standards Committee approved a revised version of the bylaws that removed some outdated language and requirements. The revised bylaws were approved by the Faculty Senate on April 23, 2012.

9) ***Information Technology Committee***: The ITC and the Committee on Committees worked together to update the language in the bylaws and to simplify the committee's complicated election procedure. Starting in 2013-14, the number of Arts and Sciences seats on the committee will be reduced from 10 to 7. This will (hopefully) make it easier to fill the seats. The revised bylaws were approved by the Faculty Senate on April 23, 2012.

10) ***CCSU Foundation Grant Advisory Committee***: The Committee on Committees would like to clarify that the one of the members of the committee is "One *non-voting* administrator appointed by the President" This is consistent with current practice, but is not explicitly stated in the bylaws. This is presented for approval at the May 7, 2012 meeting of the Faculty Senate.

11) ***University Planning and Budget Committee***: The UPBC has requested that the item "develop parameters for strategic planning initiatives, including mechanisms to solicit, review and recommend proposals" be struck from its bylaws. This item refers to a former responsibility of the UPBC and is no longer relevant. This is presented for approval at the May 7, 2012 meeting of the Faculty Senate.

C) Other tasks

Other tasks performed by the Committee on Committees include:

- Updating the Senate website: the by-laws of some Committees have been updated on the website, and the membership lists are current.

- Working with the Committee on Academic Freedom to suggest an update to the *Functions and Responsibilities of Standing Committees of the CCSU Faculty* document.

D) Suggestions for next year's Committee on Committees:

In the last three years, the by-laws of 22 out of 24 Standing Committees have been reviewed and updated. The following nine committees have by-laws that have not been reviewed or updated in the last two years:

Name of committee	Date of last known revision	Known Issues
International and Area Studies Committee	2000?	see below*
Diversity Committee	January 25, 2009	Add mention of the "D" designator; Create two classes of members (similar to the Community Engagement Committee), so that only teaching faculty can vote on curricular issues.
Committee on Academic Advising	March 8, 2010	
Excellence in Teaching Committee	May 10, 2010	Several. Next year's committee should speak to Mary Collins about it.
CSU Trustees Research Award Committee	May 10, 2010	
CSU Trustees Teaching Award Committee	May 10, 2010	
Student Affairs Committee	May 10, 2010	Clarify that the VP for Student Affairs is "ex officio and non-voting"; determine which is the correct version of the bylaws, the one on the old Senate website or the one on the current website.

*The International and Area Studies Committee was created on April 11, 1977 by the Faculty Senate of Central Connecticut State College (senate motion number FS-76-17-B) and it was then stated that the committee was a Standing Committee of the Faculty *Senate* [sic]. In 2000, the Committee on Committees reviewed the by-laws of the committee (see the April 17, 2000 report of the Committee on Committees), implying that it was still considered a Standing Committee of the Faculty. However, the committee has been functioning as an *administrative committee of the School of Arts and Sciences*, and the 2009-10 committee requested that this be officially recognized, while the 2011-12 committee asked for the status quo. The status of this committee should be clarified.